COMMAND SPONSORSHIP PROGRAM

As of 9 February 2005

Agenda

- Command Sponsorship Program (CSP)
- Types of CSP
- Eighth Army G1 Responsibilities
- Installation Commander’s Role
- Command Sponsorship Procedures
- Adding Positions
- Changing/Delete Positions
- Key Billet/Key & Essential Personnel Board

Command Sponsorship Program

- Command Sponsorship Program allows for mission effectiveness of units to fill critical need positions by stabilizing service members, civilians & their families according to a MTOE/TDA position, paragraph & line number for continuity and stability.
- The program's focus is on the criticality of the position and not the individual need. Command sponsorship positions are authorized only in areas that have not been designated as dependent – restricted. USFK Reg 614-1 establishes policy and procedures for the military and USFK Reg 690-4 for civilians.

Types of CSP

- Key Billet (KB)
- Key Essential (KE)
- Permanent (P)
- Temporary (T)
- Joint Domicile (JD)
- Non-Command Sponsored (NCS)

Key Billet (KB)

- A position of unusual responsibility designated as such to provide an extended tour for continuity by the SECDEF or the JCS within the unit/command.
- Officer, Warrant Officer & Enlisted positions which require the incumbent to serve 2 years regardless of accompanied status.

Key Essential (KE)

Military & Civilian positions required by the installation commander to reside on the installation because of:

- Military and operational consideration; OR
- Major effect on operational requirement; OR
- Major effect on maintaining law/order on the installation; OR
- Major impact on the ability to respond to health & safety; OR
- Effect on government property; OR
- Effect on the military readiness of the command

Permanent (P)

Positions not considered Key Billet or Key & Essential. Required for:

- Continuity
- Stability
- Readiness
- Personnel turbulence reduction
- Retention for institutional knowledge
- Slotted against unit MTOE Paragraph & Line Number

Temporary (T)

Approved in lieu of Permanent Command Sponsorship. Must meet the following conditions:

- Posses unique skill w/in the unit
- Posses a hardship case in existing condition
- Hardship caused by the Military (i.e. position deleted from MTOE)
- Required to accept a career enhancing position (i.e., Command, XO or 1SG)
- Position is deleted upon soldier DEROS

Joint Domicile (JD)

- Command authorized assignment of married dual service members to an area where they can establish a common household
- Application submitted through Military Personnel Office - Must be requested, NOT automatic
- Requires a 24-month tour election
- 8th PERSCOM is approval authority
- If one service member occupies an approved CSP - Same entitlements as Permanent CSP

Non-Command Sponsored (NCS)

- NCS family members do not have the same entitlements as command sponsored (CS) family members.
- Individuals must closely review their status and what they are entitled to prior to a permanent change of station to the Republic of Korea to eliminate any unnecessary hardship.
- All dependents regardless of sponsorship status shall be furnished medical care, will be included in non-combatant evacuation, and are covered under the US-Korea Status of Forces Agreement.

Entitlements

ENTITLEMENTS	AVAILABLE						NOT AVAIL
	KB	KE	P	T	J D	NCS	NCS
Dependent Travel at Government Expense to and from the Service Member Overseas Duty Location	X	X	X	X	X		[1]X
Space A Transportation to Sponsor's Overseas Location	X	X	X	X	X	X	
Department of Defense Schools	X	X	X	X	X	[2]X	
Use of Dependent Support Facilities at the Sponsor's Overseas Duty Location (Commissaries, Exchanges, etc.)	X	X	X	X	X	[3]X	
HHG Shipped at Government Expense	X	X	X	X	X		[1]X
Station Allowance at the "with Dependents" Rate	X	X	X	X	X		[1]X
Medical Care	X	X	X	X	X	X	
Non-Combatant Evacuation Support	X	X	X	X	X	X	
Covered Under the US-Korea Status of Forces Agreement	X	X	X	X	X	X	
Spouse Continuing Education Assistance	X	X	X	X	X	X	
On-post Family Quarters	II	I	II	III	III	IV	

Note [1] Exceptions are authorized IAW DoD Directive 1315.7. Para 6.5

Note [2] NCS family members school attendance is on a space available basis and Tuition free

Note [3] Local Commanders are authorized to review facilities available and feasibility to authorize use by NCS family members

Eighth Army G1 Role

- Establish policy & manage w/in Eighth Army
- Review the requests for:
  - Accuracy & compliance w/ policies
  - Redesignation of positions (deleting one MTOE position as a CSP & designating another)
  - Transfer of position (move position from one MSC to another)
  - Creation Temporary Position
  - Creation Permanent Position
- Make recommendation to USFK J1

Installation Commander's Role

- Ensure the allocation of command sponsored positions does not exceed available support for all installation facilities (Housing, DODDS, Medical, MWR, Exchange, Commissary, etc.)

CSP Procedures

- Soldier receives RFO
- Soldier requests Command Sponsorship through losing PSB
- Losing PSB submits the request to 8th PERSCOM
- 8th PERSCOM contacts the MSC/MSU/Eighth Army Staff for CSP availability
- MSC/MSU/Eighth Army Staff provides the CSP number assigned to the position (based on the MTOE)
- 8th PERSCOM forward information to Eighth Army G1 for verification
- Eighth Army G1 verifies the CSP vacancy & validity
- Eighth Army G1 returns the packet to 8th PERSCOM
- 8th PERSCOM coordinates w/ Housing Office for housing availability to determine concurrent or non-concurrent travel
- 8th PERSCOM coordinates w/ EFMP as required
- 8th PERSCOM sends approval or disapproval message to losing PSB w/ travel determination

Changing/Deleting Positions

- Unit submits request to Eighth Army G1 IAW Eighth Army Supp 1 to USFK Reg 614-1
- Eighth Army G1 reviews validity of the request
- Eighth Army G1 provides approval/disapproval
- USFK J1 assigns sequence number for approved positions only
- USFK J1 disseminates the determination to Eighth Army G1
- Eighth Army G1 disseminates the determination to requesting unit & 8th PERSCOM

Adding Positions

- Unit submits request to Eighth Army G1 IAW Eighth Army Supp 1 to USFK Reg 614-1
- Eighth Army G1 reviews validity of the request
- If approved by Eighth Army G1, submitted to USFK J1 for review by the USFK CSP Board
- USFK J1 disseminates the CSP Board results to Eighth Army G1
- Eighth Army G1 disseminates the CSP Board results to the requesting unit & 8th PERSCOM

KB/KE Position Review Board

- Considers additions or deletions to the current list of KB & KE Positions
- Considers additions to permanent command sponsored positions
- Upon review of positions, USFK J1 recommends to retain or delete positions
- List is compiled & sent to USFK Assistant Deputy CS for approval
- KB requires service component approval (i.e. PACOM to SEC Army)
- Joint KB require JCS approval